# State of Wisconsin ● DEPARTMENT OF REVENUE

RE:     Environmental Remediation Tax Increment Finance
        Base Value Application

Clerk of Political Subdivision:

Enclosed is the Environmental Remediation Tax Incremental Finance (E.R.TIF) Base Year Packet that was requested for your political subdivision.  It contains information about the program, base year forms, and instructions for completing them.

The Department of Revenue (DOR) uses the information on the forms and other documents to establish the base value and to verify those proper procedures were followed to establish the district.  The forms must be completed and submitted to the department on or before **April 1st** of the year after receipt of the site investigation report certification and remedial action plan approval letter.  These certifications and approvals are obtained from the Department of Natural Resources (DNR).

More information about DNR approval & certification can be obtained by contacting Michael Prager at DNR's Remediation and Development Bureau.  His phone number is 608-261-4927.  DNR also has a guide for selecting an environmental consultant to assist in the clean-up process.  Copies can be obtained at DNR's web site at: www.dnr.state.wi.us/org/aw/rr/technical; or call the R&R information line at 1-800-367-6076 (in-state long-distance), or 608-264-6020 (Madison area and out-of state long distance).

The actual calculation and certification of the district's value is done by DOR between January 1 and June 1 in the year after the DNR approvals have been received by the political subdivision.  A base value certification notice will be sent to you when it has been completed.

If you have questions regarding the process to establish an Environmental Remediation Tax Increment District (E.R.TID), contact Judie Gibbon by phone: 608-266-5708 or email jgibbon@dor.state.wi.us.

Tax Increment Finance Unit
Bureau of Equalization


Enclosures


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